



# CITY OF HOUSTON

## Job Posting

Applications accepted from	ALL PERSONS INTERESTED
Job Classification	Sanitarian I (Multiple Positions)
Posting Number	PN# 109839
Department	Health & Human Services Department
Division	Environmental Health
Section	Consumer Health Services
Reporting Location	8000 N. Stadium Dr., 2 <sup>nd</sup> Floor
Workdays & Hours	M - F, 8 a.m. - 5 p.m.*
*Subject to change	

**DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS**

Performs basic technical inspections public and private establishments and locations to ensure compliance with City health ordinances.

**CORE FUNCTIONS**

- Inspects establishments or locations (e.g., wholesale and retail food service establishments, schools, mobile units) to detect possible health code violations.
- Works with a PC and printer in the field.
- Investigates community complaints of poor sanitation in public establishments or private property, explains City Health ordinances and recommends corrective action; performs follow-up inspections; issues warnings or citations.
- Appears in court to testify regarding ordinance violations and provides evidence in enforcement hearings.
- Conducts food managers' certification courses and In-Service Training for new employees.

**WORKING CONDITIONS**

This position occasionally requires stooping or bending. Occasional very light lifting, such as three or four reams of papers or books (up to 20 pounds or an equivalent weight) may be required.

**MINIMUM EDUCATIONAL REQUIREMENTS**

A Bachelor's degree, which includes 30 semester hours of basic or applied science courses.

**MINIMUM EXPERIENCE REQUIREMENTS**

No experience is required.

**MINIMUM LICENSE REQUIREMENTS**

Must pass the State of Texas Registered Sanitarian examination within twelve months of employment as a Sanitarian I with the Health and Human Services Department and have a valid Texas Driver's License and compliance with the City of Houston's policy on driving (AP2-2).

**PREFERENCES**

- Bilingual (English/Spanish or English/Korean) speaking applicants preferred.
- Proficient with a PC and Internet use.
- Applicants must be able to work nights and/or weekends.

**SELECTION/SKILLS TESTS REQUIRED**                      None

**SAFETY IMPACT POSITION**                      ☒ Yes ☐ No

This position is subject to random drug testing and if candidate is promoted into this position, he/she must pass an assigned drug test.

**SALARY INFORMATION**                      **GENERAL FUND POSITION**

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range is:

Salary Range - Pay Grade 14  
\$1, 010 - \$1, 131 Biweekly    \$26,270 - \$29, 410 Annually

**OPENING DATE**                      April 12, 2006

**CLOSING DATE**                      April 18, 2006

**APPLICATION PROCEDURES**

Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker St., 1<sup>st</sup> floor. **Our TDD (Telephone Device for the Deaf) phone number is (713) 837-9471. For application status inquiries, please call (713) 794-9142. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.**

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